

**BOROUGH OF BALDWIN**  
**ELMLEAF PARK REQUEST FORM**



Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone No: \_\_\_\_\_

Grove Requested: \_\_\_\_\_

Date of Event: \_\_\_\_\_

**(Beginning January 1, 2010, there will now be a \$50.00 Charge to use the Groves at Elmleaf Park)**

Call the Borough offices at 412-882-9600 to check availability of the date you wish to use the grove. Your Date will then be held be a period of two (2) weeks. If form is not returned in that time, the hold will be cancelled and the date made available again.

Please fill out the above application and return to the Borough of Baldwin 3344 Churchview Avenue Pittsburgh PA 15227 Attention: Timothy Little, Borough Manager.

Once this form is received along with your payment, a permit will be issued to you.

PAYMENT RECEIVED: \_\_\_\_\_

PERMIT NUMBER: \_\_\_\_\_

## RULES & REGULATIONS FOR THE USE OF BOROUGH FACILITIES

1. All facilities shall be open to the public, unless a permit has been issued.
2. Any person or organization having a permit issued by the Borough shall have the right to use the facility during the times indicated on the permit.
3. **NO** bottles or cans of beer or pop are permitted in the park. Pop only in liter plastic bottles and should be accumulated and brought home for recycling pick-up. Beer to be in kegs **ONLY!** Parties are subject to the Liquor Control Law.
4. The park should be returned to the condition it had been found. Rubbish must be bagged properly and placed in the corner of the grove. If possible, excessive rubbish should be brought home for regular trash pick up.
5. The permit holder is responsible for general clean up of any debris created by the permit holder or his/her group.
6. Persons or groups who leave the facility in unsatisfactory condition will be refused future permits.
7. The person or persons to whom the permit is issued agrees to be responsible for any damage or injury done to the premises, facilities, equipment, and other properties in or on the grounds of the Borough promptly.
8. Since Borough activities and/or work assignment have priority on all facilities, all permits are subject to suspension or cancellation by the Borough should conflicts arise.
9. Permits may be revoked at any time for infractions of these Rules and Regulations.
10. **NO** pets are permitted in Borough Parks!